

CALAVERAS COUNTY LIBRARY COMMISSION

MEETING MINUTES

March 28, 2016

The meeting was called to order by President Jack Kuhn at 9:03 a.m.

ATTENDING: Commissioners Jack Kuhn, Connie Bowser, Kate Garrahan, Elaine Maxwell, Sheila Neal, and Bob Dean

Absentee: Commissioner Sally Tuttle

Also in attendance: Nancy Giddens (New librarian assuming position on 4/6/16) Mary Rose Rutikanga, Diane Severud, and Cathy Kuhn

PUBLIC COMMENT: Diane Severud discussed reporting to the BOS as a written report included in the agenda packet along with a presentation allowing for questions. A yearly report including goals for the coming year should be agendized and voted on by members of the Library Commission. Public Comment portion of any regularly scheduled BOS meeting can be used for reports/information in addition to the annual report.

Nancy Giddens was introduced as the new County Librarian and gave a brief biography of her work history.

MINUTES: The minutes from the January 25, 2016 commission meeting were reviewed; a motion made by Elaine and seconded by Bob approved the minutes. The February meeting was cancelled due to no agenda being posted in advance. Kate introduced minutes from the August 24, 2015 meeting, which were reviewed; a motion made by Connie and seconded by Elaine approved the minutes.

CORRESPONDENCE: None received.

DISCUSSION REGARDING UPDATES TO LIBRARY COMMISSION ORDINANCE: Elaine brought up changing the role of commission since its creation and discussed the need to be separate from the various Friends groups. Bob discussed the dual role of many commissioners within the friends groups suggesting commissioners are advocates as well as advisors.

Nancy sees her role as a conduit between the library and the BOS with the Commission also advising the county. She also discussed her connection to Butte County, which has similar demographic and population to Calaveras County, and their willingness to provide information and suggestions.

Elaine opened the discussion of Commissioners vs Trustees, Bob feels they are synonymous; there is an organization of The California Association of Library Trustees and Commissioners.

Mary Rose stated she reviews the reports submitted to the BOS packet and Shirley Ryan approves them, she reiterated the Commission needs to approve any report submitted. Sheila was in agreement with the Commission review. Connie Suggested Kate draft a narrative for the Commission report to the BOS. Kate requested commissioners send her input on what should be included in the report which will be presented at the next meeting for approval.

Bob suggested the next Commission meeting be strategic planning. Mary Rose informed the commission rejoining 49-99 is in the budget for the coming year, five computers had been installed for Adult Tutoring, and others are ready for installation. She suggested having the IT director at the next meeting. Bob wants to discuss the power grid or a generator for library locations.

There was discussion of the California Initiative for connecting all libraries in the state. This would be an IT discussion regarding grants to cover the costs and address time constraints.

DISCUSSION ON NEEDS AND MAINTANCE OF LIBRARY FACILITIES: Mary Rose informed the Commission the Public Works Department has a plan for striping all county facilities.

The County has advised there will be a Status Quo budget, same funding for 2016-2017 as there was for 2015-2016. Savings from Maurie's retirement and West Point branch relocation covered the cost of rejoining 49-99. There is a \$10,000 shortfall in the library budget and the County has a four million dollar deficit. Nancy and Mary Rose will be going over the budget once Nancy assumes her position.

Interviews for Adult Tutoring and Transportation Driver are scheduled for 4/1/16.

COMMISSIONERS REPORTS:

Bob reported the Friends group has hired two part-time employees to handle administrative duties and public awareness related duties; Mary Cole and Amber Reach.

Elaine reported the Angels Camp Friends hosted an excellent Trivia Bee this month.

Jack Discussed the need for the Commission to address any issues regarding a Commission/Friends conflict at the April meeting.

A motion to adjourn was made by Sheila, seconded by Bob. The meeting was adjourned at 10:13.

Next Commission meeting is April 25, 2016 at 9:00am.

Submitted by,
Kate Garrahan